



**Sean Rogan**  
Executive Director

**COMMUNITY DEVELOPMENT COMMISSION  
of the County of Los Angeles**

2 Coral Circle • Monterey Park, CA 91755  
323.890.7001 • TTY: 323.838.7449 • www.lacdc.org



**Gloria Molina  
Mark Ridley-Thomas  
Zev Yaroslavsky  
Don Knabe  
Michael D. Antonovich**  
Commissioners

October 16, 2012

**ADOPTED**

Community Development Commission

The Honorable Board of Commissioners  
Community Development Commission  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

3-D      October 16, 2012

*Sachi A. Hamai*  
**SACHI A. HAMAI**  
EXECUTIVE OFFICER

Dear Commissioners:

**REVISIONS TO THE COMMUNITY BUSINESS REVITALIZATION PROGRAM  
(DISTRICTS 1, 2, 5) (3 VOTES)**

**SUBJECT**

This letter recommends approval of revisions to the Community Business Revitalization Program (CBRP) to rehabilitate exterior commercial buildings in unincorporated areas of Los Angeles County. The CBRP is administered by the Community Development Commission (Commission) on behalf of the County, and provides funding for property owners to improve their properties, remove blighting influences, and stimulate economic activity in commercial corridors of the County. The proposed revisions would eliminate the requirement for property owner contributions to construction costs.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve revisions to CBRP guidelines, to provide for grants of up to \$100,000 per building, with no property owner contribution, to be effective on the date of Board approval.
2. Find that revisions to the CBRP guidelines are not subject to the provisions of California Environmental Quality Act (CEQA), because the activities will not have the potential for causing a significant impact on the environment.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

In 1980, your Board approved the CBRP and related guidelines for administration of the program in unincorporated areas of the County that are designated each year through the budget process. The purpose of the program is to provide grants for property owners and businesses to improve commercial building exteriors in the designated areas.

Under existing CBRP guidelines, three-party construction contracts are executed between the Commission, the property owner, and the contractor. Current funding guidelines stipulate that the property owner must contribute \$1,000 of the first \$10,000 of construction costs, and 25% of construction costs from \$10,000 to \$65,000; the Commission contributes \$9,000 of the first \$10,000 and 75% of costs from \$10,000 to \$65,000.

During these difficult economic times, it has been a challenge to obtain an owner's contribution for CBRP contracts. The proposed revisions to the CBRP guidelines would eliminate the requirement for property owner contributions to construction costs, and would increase the maximum grant per building from \$65,000 to \$100,000, consistent with the Executive Director's existing contract authority.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. The CBRP is funded with Community Development Block Grant funds allocated by the U.S. Department of Housing and Urban Development or other identified funds designated by the respective district office, and included in the Commission's annual budget process. The maximum grant per building under the CBRP will not exceed \$100,000.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Under the revised guidelines, CBRP construction costs will be funded entirely by the Commission, therefore a three-party contract which includes the property owner will no longer be appropriate. Instead, the Commission will enter into an Owner Participation Agreement with the property owner. The Commission may enter into a separate construction contract with a contractor selected through a competitive procurement. Alternatively, the Commission may elect to execute work orders under an existing Job Order Contract rather than procuring for a new contract.

In order to reduce CBRP administrative costs, the Commission will no longer provide architectural services up to \$3,000 per address; instead, a limited scope of work will be prepared by the Commission's Construction Management Division including new exterior paint, sign, glass and awning replacement, graffiti film and light fixtures. A limited palette of choices will be provided. Asbestos testing and abatement is also included as an additional service at no cost to the property owner.

### **ENVIRONMENTAL DOCUMENTATION**

The revisions to the CBRP are exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because they involve administrative activities that will not have a physical impact or result in any physical changes to the environment. The activities are also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

The scope of the projects to be funded under this program will be limited to those which are normally Categorically Exempt from CEQA Guidelines and Categorically Excluded under National Environmental Policy Act (NEPA) regulations at 24 CFR Part 58. However, a Property Identification Form will be submitted to the Commission's Environmental Unit for each property to be improved. Each site will receive an environmental clearance in accordance with CEQA Guidelines and NEPA

regulations. Should any site require a Negative Declaration, Mitigated Negative Declaration, or Environmental Impact Report, the Board will review the environmental documentation and determine whether or not to adopt findings for such project in separate actions.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the revisions to the CBRP will increase property and business owner participation in the program and will provide more effective commercial improvement of the target areas.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sean Rogan", followed by a horizontal line.

SEAN ROGAN

Executive Director

SR:fo